

Minutes

Rural Maryland Council Executive Committee Meeting
Tuesday, March 22, 2016, 12:00 noon to 2:00 p.m.
Rams Head Shore House Restaurant, 800 East Main St., Stevensville

Participants:

Doris Mason, Chair

Josh Hastings, First Vice Chair

Scott Warner, Immediate Past Chair

Mike Pennington, Nominating Committee Chair

Mike Thielke, Joint Planning and Development
Committee Chair

Thomas McLoughlin, Healthcare Committee
Chair

RMC Staff:

Charlotte Davis, Executive Director

Meredith Donaho, Administrative and
Communications Assistant

Chair Mason called the meeting to order at approximately 12:15 pm.

The Board reviewed the agenda. Updates on the Rural Maryland Foundation and GICA were omitted as Dan Rider and Erroll Mattox were absent.

Joint Planning and Development

Mike Thielke provided a review of the Joint Planning and Development Meeting March 9, 2016 minutes, emphasizing the committee would not be a working committee, the Committee will be involved in the strategic planning process and will provide support but will not be responsible for leading or executing the strategic plan.

Executive Committee and Executive Board Review

The Committee then reviewed the January 12, 2016 Executive Committee Meeting minutes. A motion was made by Josh Hastings to approve; Scott Warner seconded. The minutes were approved unanimously and no changes were recommended.

The Committee reviewed the January 29, 2016 Executive Board Meeting minutes. Revision recommendations were offered including revising the description for the guest speaker's remarks to: 1). include "Program Open Space" and 2). clarify the amount of the Rural Maryland Prosperity Fund. Other revisions included adding information on the METS Guild in Doris Mason's remarks under Youth Engagement, and replacing Mike Thielke with Charlotte Davis as speaker for remarks on the Joint Planning and Development Committee. The Committee made a motion to accept the minutes with the recommendations. The motion carried.

Financial

Charlotte provided an overview of the FY2016 budget stating the Council is under-spending by just a little. To finish out the year, the remaining large expenses the Council will be purchasing include a new

display with updated logos for exhibits, possibly a new laptop computer, and expenses for the board retreat and strategic plan.

Charlotte Davis made the following FY2017 recommendations: 1). hire a 3rd person, 2). leadership development, 3). an increase in marketing and promotion, 4). updating the Rural Stat feature on the website (and making it mobile friendly), 5). establishing a second office in Western MD, 6). creating a Transfer of Wealth study, and 7). distributing the rest via the MAERDAF formula.

There was concern that the RMC should allot more funding towards more convening activities, including hosting more issue forums, half-day forums, and focusing on small at-risk communities. It was also mentioned that health activities, particularly establishing a model and allocating seed money, with other organizations offering a match, could help to move health care-related priorities to more achievable, impactful possibilities. Marketing, emphasis on social media and promotion with press releases and the possibility of contracting a consultant, was also cited as needing an increase in funding.

Charlotte also offered staff proposals in the budget, including a 3% increase in her salary, moving Meredith to Program Manager/mid-level Policy Analyst position, and hiring a 3rd person to be Administrative and Communications Assistant. Doris Mason made a motion to offer and include in the budget for RMC staff 2 weeks paid vacation, 3 personal days, with the stipulation a new hire would have 6 month probation before taking leave/vacation. The Committee recommended that Doris Mason, Scott Warner, and Charlotte Davis meet with Secretary Bartenfelder's office to discuss receiving pins for RMC staff, and check with the MDA regarding benefits for RMC staff.

Legislative

Josh Hastings provided a review of the 2016 Bill Tracker sheet and copies of submitted bill testimonies. There was a question regarding the clarification surrounding SB737 and SB738 – Rural Economic Development. Charlotte Davis explained the bills would combine manufacturing and rural economic development incentives including property tax exemption, income and sales and use tax exemptions, targeting specifically heavy manufacturing but not include retail.

New Business

The Committee received Kathleen Case, a strategic planning consultant, as a guest to explain her ideas for assisting in the strategic planning process, including her background and experience with planning. Kathleen provided a draft strategic plan retreat agenda detailing her vision for the strategic retreat and objectives to accomplish. She expressed that the Council needed to work on setting a clearer mission and needed a compelling, heartfelt vision statement.

The Committee also reviewed the Board Retreat package proposal. Mike Thielke expressed concern no competing bids were offered for the strategic consultant, and in the future, competing bids should be provided for all procurement. A motion was set to accept Kathleen as the strategic plan consultant, Mike Thielke accepted; Scott Warner seconded. The motion was accepted unanimously.

The dates of April 28th & 29th, or alternative May 9th & 10th, for the board retreat were established as preferable dates; Kent Manor Inn was accepted as the board retreat location and overnight stay. Mike Thielke made a motion to accept; seconded by Josh Hastings. The motion was accepted unanimously.

Doris Mason recommended and the Committee agreed that it would be beneficial to draft a fiscal policy for the organization which would include procuring contractors and all contract work in the future.

Health

Tom McLoughlin provided a review of the minutes and an overview of the Rural Advisory Meeting that took place March 17th. He also discussed speakers for the April 5th Healthcare Committee meeting. He discussed that the Committee plans to work on collaborating with Public School systems to increase communication and collaboration regarding youth needs and expanding health providers' roles in addressing early detection of substance abuse and depression. He also stated the group will work on a draft letter to be sent to physicians regarding expansion of the health provider's role.

April 8th Agenda

The Committee reviewed the April 8th Board Meeting agenda. Scott Warner, Mike Thielke, and Mike Pennington will not be available to attend; Doris will present the RMPIF information. Joint Planning and Development updates will be struck from the agenda, since Mike will be unavailable to present the update. Introductions will be added to the agenda between approval of January 29th minutes and the Board and Committee reports. A motion was made to accept the changes. Mike Pennington motioned; Josh Hastings seconded. The motion was unanimously accepted.

MAERDAF Criteria

A recommendation to add a clarification to include the words "extra points awarded" in the paragraph regarding priority funding considerations was offered. Charlotte Davis also explained that "innovative projects" was replaced with "priorities". A motion to approve the guidelines was motioned by Mike Thielke; seconded by Mike Pennington. The motion was unanimously accepted.

RMPIF Criteria

A motion was made for the RMPIF Committee, as currently constructed, to meet and construct guidelines, including composing a draft and providing rationale, for RMPIF. Mike Pennington made the motion; Tom McLoughlin seconded. The motion was accepted unanimously.

Other Business

The Committee reviewed a proposal to provide sponsorship of \$2500 to the Delmarva: A Region of Possibilities Conference on May 5, 2016. Doris Mason requested that a bottom-lined budget for the conference needed to be provided before the proposal could be accepted. Mike Pennington moved to request a budget for the conference prior to the Committee's decision; Josh Hastings seconded. The motion was accepted unanimously.

Adjournment

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With no further questions or comments, Chair Mason concluded the meeting by asking for a motion to adjourn. The motion was made by Scott Warner and seconded by Mike Thielke. The meeting adjourned at 3:30 pm.

Next Meeting: Monday, June 6, 2016; 12pm-2pm, Location TBD